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# United States Senate

COMMITTEE ON  
HOMELAND SECURITY AND GOVERNMENTAL AFFAIRS  
WASHINGTON, DC 20510-6250

November 1, 2005

The Honorable A.J. Holloway  
Mayor, City of Biloxi  
P.O. Box 429  
Biloxi, MS 39533

Dear Mayor Holloway:

Pursuant to its authority under Rule XXV(k)(1) of the Standing Rules of the Senate, Section 101 of S. Res 445 (108<sup>th</sup> Congress), and Section 11(e) of S. Res 50 (109<sup>th</sup> Congress), the Committee on Homeland Security and Governmental Affairs has initiated an investigation into the Nation's preparedness for, and response to, Hurricane Katrina.

We are both very aware of continued efforts by the City of Biloxi to respond to the destruction of Hurricane Katrina. In fact, we have spent time in the affected areas of the Gulf, and have seen first hand the devastation caused by the hurricane and the efforts currently underway to recover. As noted above, we are making the following requests for information and documents as part of the Committee's investigation into the Nation's preparedness for, and response to, Hurricane Katrina. We recognize the demands on your time at this critical juncture of recovery, but it is important, too, that a thorough Congressional investigation be conducted. Therefore, we respectfully request that the City of Biloxi provide the Committee (pursuant to the attached instructions and definitions) the following information and documents:

1. Organizational charts of each department, agency, office or other component of the City of Biloxi involved in the response to Hurricane Katrina. Identify the individual(s) who hold or held each key position from August 23, 2005 to September 6, 2005;
2. Describe the roles and responsibilities of the city and each department, agency, office or other component of the City of Biloxi in responding to Hurricane Katrina identified in response to item 1. Identify the statutory, regulatory, or other authorities from which those roles and responsibilities derive. To the extent not publicly available, provide copies of such authorities;
3. Any timelines, logs, or records that refer or relate to actions taken in preparation for or response to Hurricane Katrina;
4. All documents generated by the City of Biloxi for the past five years that refer or relate to planning or preparedness for a hurricane or for catastrophic disasters or incidents;
5. The city emergency plan(s) for the City of Biloxi and all documents that refer or relate to such

plan(s), including, but not limited to, documents that refer or relate to the Mississippi Emergency Management Agency's (MEMA's) and/or FEMA's review, consideration, or approval of such plan(s), including:

- a. All implementation procedures for any city emergency plan;
  - b. All-hazard emergency operations plans and implementing procedures for the City of Biloxi;
  - c. Plans, procedures, resource inventories, and notification lists of city agencies under any emergency operation plan;
  - d. All annexes, appendices, procedures, resource inventories, and notification/recall lists of City of Biloxi emergency management plans or emergency operations plans;
  - e. Any Continuity of Operations Plans;
  - f. All procedures for public identification of shelters or places of refuge, critical recovery services and centers;
  - g. All procedures for providing information to transient and homeless populations; and
  - h. All plans or procedures regarding notification, transportation, and sheltering of persons with special needs, persons in hospitals, and persons in nursing homes;
6. All documents that refer or relate to evacuation and sheltering plans and procedures for the City of Biloxi and surrounding areas;
  7. All documents that refer or relate to mitigation of damage arising from hurricanes and floods in the City of Biloxi for the past five years;
  8. All after-action reviews, "hot washes," internal reviews, or other post-disaster analyses conducted by the City of Biloxi in the past five years;
  9. Please provide a detailed description of what, if any, role the City of Biloxi plays in evacuations resulting from a hurricane or other natural disaster;
  10. Please provide a chronology and detailed description of evacuation orders and actions in connection with Hurricane Katrina;
  11. All documents that refer or relate to the matters discussed in your responses to item 9 and 10;
  12. To the extent not previously produced, all documents that refer or relate to the evacuation of the City of Biloxi and the surrounding areas in connection with Hurricane Katrina;
  13. Please describe all plans for providing security in evacuated areas that were operative on or after August 29, 2005 and provide copies of all documents that refer or relate to such plans. Please describe how these plans were implemented in connection with the response to Hurricane Katrina;
  14. To the extent not described in previous responses, please describe in detail all preparations made by the city on or before August 29, 2005 for the arrival of Hurricane Katrina. Be specific as to the time and date of the events and identify all key personnel involved. Provide copies of all documents that refer or relate to such preparations;

15. All documents that refer or relate to communications on or before September 6, 2005 regarding Hurricane Katrina, including, but not limited to, records and logs of such communications;
16. Identify each request for assistance, and the response thereto, in connection with Hurricane Katrina made on or before September 6, 2005 by the city or any department, agency, office or component of the City of Biloxi, or any representative thereof, to (i) FEMA, the U.S. military or any other federal government entity, (ii) MEMA or any other state government entity, or (iii) any other agency or organization. Provide copies of all documents that refer or relate to such requests or responses;
17. All documents on or before September 6, 2005, constituting, referring or relating to assistance or offers of assistance from federal or state officials or first responders, or from others in the private or nonprofit sectors, regarding Hurricane Katrina;
18. All notes, recordings, videotapes and any other documents from meetings, teleconferences or videoconferences relating to Hurricane Katrina on or prior to September 6, 2005;
19. Identify and provide copies of all authorities, regulations, procedures, policies, and operating guidance related to the City of Biloxi's ability to task, assign missions to, or seek assistance from other entities or organizations, including, but not limited to, any other state or federal agency, in response to an emergency or major disaster. Provide all documents that refer or relate to any such action, tasking, requests or mission assignments by the City of Biloxi in connection with Hurricane Katrina;
20. Identify and provide copies of all requests or grants for emergency preparedness funding and/or assistance over the past five years from the City of Biloxi, the State of Mississippi, or the Federal government as well as all annual plans, reports, evaluations received or prepared by the City of Biloxi concerning these requests; and
21. All plans and communications relating to the protection of and mitigation of damage from hazardous material containers, sites, and facilities located within the City of Biloxi before landfall.

We request you provide the requested information as it becomes available, but not later than November 25, 2005. We thank you and your staff in advance for your cooperation. If you or your staff have any questions concerning this request, please contact James McKay of the Committee's majority staff at 202-224-4751 or Josh Levy of the Committee's minority staff at 202-224-2627.



Susan M. Collins  
Chairman

Sincerely,



Joseph I. Lieberman  
Ranking Member